

Minutes of the Regular Meeting
June 18, 2020

Present:

Sue Carpenter
Linda Durfee
Meredith Hartery
Judy Panagakos
Penny Pugh

Absent:

Also Present:

Sarah Palfrey
Kelly Funkhouser

Others Present:

Call to order

The regular meeting of the Board of Trustees of the Morgantown Public Library convened via Zoom Video Conferencing on June 18, 2020. The meeting convened at 9:03 am, Sue Carpenter, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes

- **May 21, 2020 - Annual Meeting – The minutes were approved as corrected. This motion passed unanimously.**

PUBLIC FORUM

- None

CORRESPONDENCE AND COMMUNICATIONS

- None

REPORTS OF COMMITTEES/OFFICERS

- A. President – None
- B. Treasurer – Financial statements for May 31, 2020 were discussed and filed for audit.
- C. Investment Committee – None. Judy Panagakos will work with Meredith Hartery to report during the July, 2020 Library Board of Trustees meeting.

REPORT OF THE LIBRARY DIRECTOR & BRANCH UPDATES

- See written Director's Report for additional information.
- **Judy Panagakos moved that the library proceed with the RFP for a new HVAC system, that Sarah Palfrey make the selection from the proposals received, and that money will come from unreserved fund balance. The motion passed.**
- Black Lives Matter document and reading lists were reviewed and discussed.
- Corina Chang will be updating the website and including a Library Trustees page. Linda Durfee would like a dedicated Board of Trustees email address that can be forwarded to board members or to the board president.

UNFINISHED BUSINESS

- Reopening of the Library – Sarah Palfrey reported that general guidelines for the number of people have changed for areas under 2,000 sq. ft. from a maximum of 2 to a maximum of 5 people. Sarah Palfrey recommends adopting this change into the reopening policy. **Linda Durfee moved that we accept the recommended changes from Sarah Palfrey. The motion passed.** The other items that Sarah Palfrey would like to review in July is the possible opening of meeting rooms including the Friends Book Sale, and in person-in library programming.
- Strategic Plan – tabled until next meeting.

NEW BUSINESS

- Budget Adjustments – **Judy Panagakos moved to approve the budget adjustments as presented. Motion passed.**

BOARD COMMENTS

- Linda Durfee – Hooray! Hooray! Hooray! (Hooray the Levy passed with 72%). Sarah Palfrey added a big thanks to the Levy Committee. They stuck with it and did a very good job.
- Judy Panagakos requested the names of the levy committee so the Board could express their thanks.
- Penny Pugh noted that there had been 10 percentage point increase from one levy to the next. Thank you to Sarah Palfrey for all the hard work and for all the positive changes.

EXECUTIVE SESSION: The board adjourned to executive session for personnel matters at 10:37AM and returned to open session 10:42AM. No action was taken.

ADJOURNMENT – **Penny Pugh moved to adjourn. The motion carried unanimously. The meeting adjourned at 10:45AM.**

NEXT MEETING - July 16, 2020 at 9:00am - location to be determined.